

# **Workforce Partnership of Greater Rhode Island**

## **Strategic Development Committee Minutes**

**September 18, 2009**

**Present: Paul Harden, Joe Oakes, Jr., Susan O'Donnell, Betty Pleacher, Nancy Roderick, Bob Cooper, Wendy Kagan, and Allen Durand.**

**Staff and Guests: Christine Grieco, Diane Vendetti, Jen Buck, Mavis McGetrick and Lisa Rose.**

**With a quorum present, Chair Paul Harden called the meeting to order at 8:30 AM. He asked everyone to review the minutes from the meeting held on June 1, 2009.**

**VOTE: Bob Cooper motioned to accept the minutes as presented. Nancy Roderick seconded the motion and it passed unanimously.**

**Paul Harden told the committee that Jane Nugent is no longer with United Way and so no longer with the Board or this committee. He publicly acknowledged Jane Nugent with thanks for her time and effort spent for the committee.**

### **Tech Collective Bio-Science PY09 Contract**

**Jen Buck came before the committee with a request to fund the Tech Collective Bio-Science grant for PY09. Three of the four industries**

from year one have been re-funded. An RFP went out during the summer to allow new industries to apply. Three proposals were submitted: one from Tech Collective Bio-Science, two from healthcare (one from RI Hospital Association and one from RI Nursing Association). RI Nursing Association did not pass the threshold. WSPC will fund the Hospital Association and WPGRI will fund Tech Collective's Bio-Science with \$399,000. Their focus will be on incumbent worker training.

This year there will be a customized training scale so funds are distributed to more customers. Paul Harden has some questions regarding a sliding scale across the board. There was discussion of what that would mean for different industries.

Nancy Roderick spoke in favor of Tech Collective, their administration, the excellent job being done by Cheryl DaCosta and the work they do. Jen stated that the start date will be mid-October and the contract will run for a full year. There is a company match while the employee is in training, either monetary or through other means, ie: going out and making company or industry presentations. \$200,000 is training dollars and \$199,000 is staff support and greenhouse.

**VOTE:** Nancy Roderick made a motion to fund the new Tech Collective Bio-Science contract as presented. Betty Pleacher seconded the motion and it passed unanimously.

**Paul Harden made note that anyone who requires more information regarding any voting item should just let him know and they will be assisted and have additional information provided for them.**

### **ISDI- PY08 My Turn Contract**

**Christine Grieco reported that there had been a problem this summer with My Turn's Brockton office (Marine Trade) which caused fiscal red flags. They had not completed training agreed upon in their contract. Christine then sent a letter to their CEO with copies to their finance people and Wendy Mackie (Rhode Island's Director). My Turn has been working hard since then to make corrections. WPGRI held back funds until the fiscal problems are fixed. My Turn is now able to send invoices and so far the situation seems to be remedied. WPGRI is still holding the Year 2 funds and waiting until January to be sure that the training is completed as expected and their fiscal books are solid. We have modified the end date of their Year 1 contract through January 31, 2009. We will continue to work with them and update the Strategic Committee regarding releasing Year 2 funding. There are four components expected:**

- 1. Training incumbent and new workers**
- 2. Industry representation within the netWORKri centers**
- 3. Greenhouse activities to introduce youth to careers**
- 4. Participation in an ISDI industries video**

**My Turn has gone beyond expectations in three of these areas and they will be monitored again. It is important to hold these vendors to**

**their contracts. It will be taken into account that the Marine Trades industry is struggling more than most in this economy.**

### **WPGRI Agreements/MOUs**

**WPGRI enters into an MOU with the DLT and then works with the netWORKri centers that contract to work with our customers. Diane Vendetti presented two agreements. They are similar in content with the except that the WIA PY09 One-Stop Agreement is \$1.2 million and the WIA PY09 ARRA One-Stop Agreement is \$1 million.**

**Customer Service Levels can be seen on page 6 of the drafts. The numbers are in line with what was accomplished this past year. Both Dislocated Workers and Adult Workers can receive the same services. Staffing is shown on page 8. If service levels change, a modification to the agreement may be necessary. DLT wants to partner with the REA and leverage the program dollars to boost performance. Rhode Island has five One-Stop centers. WPGRI oversees the Woonsocket, West Warwick, Pawtucket, Newport and Centers. WSPC oversees the Providence Center.**

**Paul Harden asked for clarification of hours and days for the Newport office. It is presently open only one day per week. Christine Grieco responded that she has spoken to Lori Norris on numerous occasions and has been told that there is a plan for the hours to be expanded in that office. The Strategic Development Committee wants to communicate the urgency of this issue to the DLT. It may help to**

put something in writing on behalf of this committee. There is a need for more coverage, especially considering that two ISDI partners are centered in Newport. Paul needs some solid answers and will speak to someone at DLT. Bob Cooper added that there is a discrepancy between what we are paying for coverage in Newport and what we are actually getting there. The discrepancy with the staffing allocations needs to be addressed.

**VOTE:** Bob Cooper made a motion to recommend that these two Agreements/MOUs be forwarded to the Executive Committee. He included in the motion the recommendation that the DLT present the Executive Committee with how many hours per week each location will be staffed. The motion was seconded by Nancy Roderick and then passed unanimously by the committee.

### **WPGRI Policies**

There will not be a vote on the policies today. Christine Grieco requested that the members examine them and make any suggestions for changes to the agreements to her. They will then be presented to the Executive Committee for approval. Paul Harden requested that the members carefully examine the policies and return any suggestions or questions to Christine. Diane Vendetti will be working closely with someone from Bob Cooper's office to insure that DOL regulations are being met.

### **New Business**

**Paul would like to have a new vice-chair for the committee now that Jane Nugent is gone.**

### **Old Business**

**Paul Harden spoke about the CVS Pharmacy Tech Center project. CVS will be opening a Pharmacy Call Center in Woonsocket. Trained pharmacy technicians will handle calls and questions so that pharmacists and technicians in the stores may improve customer service there. One training class has begun at CCRI. Another class will be held on September 21st. The Providence Skills Center will hold a class on September 28th. It is projected that there will be 400-500 employees in the call center by March, 2010. There has been an extremely complex screening process for these training positions. This call center will be the model. CVS expected to have several more centers across the country.**

**VOTE: Nancy Roderick motioned to adjourn the meeting. Betty Pleacher seconded the motion and it passed unanimously. The meeting adjourned at 9:50 AM.**

**The next meeting of the WPGRI Strategic development Committee will be held on Friday, October 16, 2009 in DLT Conference room 72-1**

**Respectfully submitted,**

**Lisa Rose**

**Administrative Assistant**